

RESOLUTION 10-1

WHEREAS, Section 2.44.240 of Chapter 2.44 (Employee Policies) of the County Code provides that it is the policy of Sangamon County to grant employees extended leaves of absence under certain circumstances; and

WHEREAS, Section 2.44.240 sets forth four such circumstances, namely: Family Medical Leave; Military Leave of Absence; Political Leave of Absence; and Educational Leave; and

WHEREAS, the American Red Cross has expressed a need for untrained as well as trained volunteers to assist in natural disasters and other emergencies; and

WHEREAS, it would assist the American Red Cross and other similar agencies if volunteering in a natural disaster or emergency was a circumstance under which county employees could be granted extended unpaid leaves of absence; and

WHEREAS, other circumstances may arise under which the County should grant its employees extended unpaid leaves of absence; and

WHEREAS, it is in the best interest of the County to add a subsection to the end of Section 2.44.240 providing an additional circumstance for granting extended leaves of absence, entitled: General Leave of Absence, to cover extended leaves of absence for volunteering in natural disasters or emergencies or other circumstances that may arise;

NOW THEREFORE BE IT RESOLVED that the County Board of Sangamon County, at its Annual Statutory Meeting, assembled this 14th day of March, A.D., 2006 that Section 2.44.240 of the County Code be amended by adding at the end of said Section the following:

H. General Leave of Absence. Any non-probationary employee may request an unpaid leave of absence for any other purpose for a period of time specified in the application for leave, but not to exceed three months. Any such request for leave to volunteer in a natural disaster or other emergency must specify that it is being done through a reputable agency, such as the American Red Cross, and include documentation from the agency verifying the need for the employee's volunteer services. The Elected Official or the department Head to whom the employee making the application is ultimately responsible, shall grant such request unless he or she finds that to do so would unduly interfere with the operational needs of the Office or Department. Undue interference includes, but is not limited to, creating the need to pay overtime for replacement workers, causing the expenditure of funds not budgeted, causing staffing to fall below required levels, creating unknown additional risks for the Employees Health Insurance program, creating conflicts with existing collective bargaining agreements, or causing the public services to be suspended or delayed.

FILED

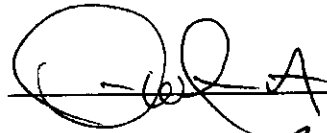
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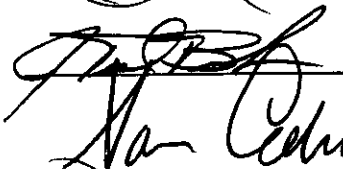
Joe Aiello
Sangamon County Clerk

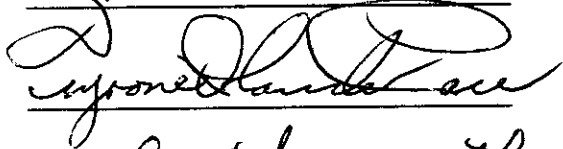
An employee on such leave of absence shall not accrue vacation, personal, or sick days, or any other kind of benefit time unless such accrual is required by a collective bargaining agreement. An employee on such leave must pay the full premium, both employer and employee share, for continued participation in the Employees Health Insurance program, and a failure to do so will result in the lapse in such coverage.

An employee on such leave will return to his customary duties on the first business day following the termination of his or her leave, and a failure to do so may result in a determination that the employee has abandoned his or her employment.

RESPECTFULLY SUBMITTED:

 _____, CHAIRMAN

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Employee Services Committee

RECEIVED

MAR 7 - 2006

Paul Palazzolo
SANGAMON COUNTY AUDITOR